

EMPLOYEE TRAINING RECORD		
TRAINING TITLE Tractors - Small Implements		
<div>KEY TEACHING POINTS</div> <ul style="list-style-type: none">• Read the entire operator's manual before attempting to start and operate the tractor.• Pay special attention to the warning and cautions labels found on the tractor.• If using an implement or other attachment with the tractor, read the implement's operator's manual to insure safe operating procedures.• Watch where you are going at all times. Watch for and avoid obstacles.• Know your equipment and its limitations.• Never allow passengers on the tractor. Keep bystanders away from the tractor during operation.• Avoid operating or working around the tractor when wearing loose, bulky clothing.• Never operate the tractor or any agricultural equipment while under the influence of alcohol or other drugs, or while fatigued.• When working in cooperation with other tractors, let the other drivers know what you are doing.• Before starting the engine, sit in the seat, disengage the clutch, and place shift levers in the neutral position. Fasten seat belt if the tractor is equipped with a roll over protective structure.• Do not start engine by shorting across starter terminals. Machine may start in gear and move if normal starting circuitry is bypassed.• Before getting off the tractor, be sure to stop the engine, set the brake, remove the key and lower the implement to the ground.• Unreasonable operation such as on dangerous terrain, beyond the load capacity or beyond the intended use of the tractor must be avoided as it may cause the tractor to tip over. Do not drive the tractor close to the edges of ditches or banks which may break under the weight of the tractor, especially when the ground is loose or wet.• Never pull from the top link, the rear axle or any point above the drawbar. Doing so could cause the tractor to tip over rearward causing personal injury. For pulling, attach to the drawbar only.• Always slow the tractor down before turning. Turning at high speed may tip the tractor over.• If descending a slope, never disengage the clutch or shift to neutral. Doing so could cause loss of control of the tractor.• Always back-up when going up a slope. Driving forward could cause the tractor to tip over backward. Stay off hills and slopes too steep for safe operation.• To help assure straight-line stops when driving at transport speeds, lock the brake pedals together. Uneven braking at road speeds could cause the tractor to roll over.• The tractor cannot turn with the differential locked and attempting to do so could be dangerous.• When operating the tractor on a road, turn the light switch to the bright head lamp position. Be sure the slow moving vehicle emblem is visible and clear. Always dim the headlights before meeting another vehicle. Hold road speed to controllable rate.• Do not drive the tractor on the road with the implement in motion.• Before servicing the tractor: locate the tractor on a firm level surface; set the parking brake; place the gear shift lever in neutral; lower the implement to the ground; and stop the engine.• Disconnect the battery ground cable before servicing on or near electrical components.• Service or check the tractor after it has completely cooled off. Avoid touching the muffler and the radiator until they have cooled off.• When changing the wheel tread width, securely support tractor while raised. Always retighten wheel bolts to the specified torque and check regularly.• Do not attempt to mount a tire on a rim unless qualified to do so with the proper equipment.		
TEST		
QUESTION	ANSWERS	
	TRUE	FALSE
1 Watch where you are going at all times. Watch for and avoid obstacles.		
2 Always slow the tractor down before turning.		
3 Do not drive the tractor on the road with the implement in motion.		
4 Never operate the tractor or any agricultural equipment while under the influence of alcohol or other drugs, or while fatigued.		
5 Disconnect the battery ground cable before servicing on or near electrical components.		
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE
1 T 2 T 3 T 4 T 5 T		